

★ **Roll Call Number**

Agenda Item Number

24

Date July 24, 2006

BE IT RESOLVED, By the City Council of the City of Des Moines, Iowa:

That the attendance reports of the various City Boards and Commissions, January 1, 2006 through July 1, 2006, are hereby received and filed.

(Board and Commission Attendance Reports Attached.)

Moved by _____ to adopt receipt and express appreciation to all, especially those with perfect attendance.

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
BROOKS				
COLEMAN				
HENSLEY				
MAHAFFEY				
KIERNAN				
VLASSIS				
TOTAL				

MOTION CARRIED

APPROVED

Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk

Des Moines City Code

Sec. 2-1050. Meeting and attendance requirements

- (a) Except as otherwise specifically provided, each administrative or advisory board, committee, commission or agency of the city shall establish a schedule of regular meetings of its membership, shall establish a procedure for calling such special meetings as are necessary to the performance of its assigned functions, and shall keep a record of attendance of its members at regular and special meetings. **Each member of an administrative or advisory board, committee, commission or agency is expected to attend all regularly scheduled meetings. The number of absences by any member shall not exceed 25 percent of the number of regularly scheduled meetings in a calendar year, provided if 25 percent is a number less than four, no member shall miss more than four of the regularly scheduled meetings in a calendar year, without regard to the reasons for the absences.** The cancellation of a regularly scheduled meeting shall not affect the number of allowed absences.
- (b) Each administrative or advisory board, committee, commission or agency shall transmit to the city council a written report containing the name of each member who has not met the attendance requirements of this section **within two weeks** of the meeting at which any member fails to meet the requirements for attendance established by this section. The report of the administrative or advisory board, committee, commission or agency may recommend removal or retention of any member and state reasons for removal or retention of the member. Failure to meet the attendance requirements of this section is grounds for removal of a member of any administrative board, committee, commission or agency. The first and each subsequent failure to meet the attendance requirements of this section shall be reported to the city council. The city council shall act upon each report received to either retain or remove any member of an administrative or advisory board who has not met the attendance requirements of this section.
- (c) Each administrative or advisory board, commission, committee or agency shall keep minutes of its proceedings, showing the vote of each member on each question or, if absent and failing to vote, indicating that fact and shall keep written records of its other official actions which shall with 30 days after each meeting be filed with the city clerk. The city clerk shall make such minutes available to each member of the city council upon request.
- (d) **Prior to January 15 of each year, the chair** of each administrative or advisory board, committee and agency **shall prepare and distribute to the members** of such board, committee or agency **a report identifying the members who served on that board, committee or agency in the preceding calendar year, the number of regularly scheduled and special meetings held in the preceding year during the term of each member's appointment, and the number of such meetings attended by each member.** Each member shall be informed that **the member may submit a letter of explanation regarding absences to the chair or the city clerk before January 31. The chair shall file the report and any letter of explanation received by the chair with the city clerk by February 1.** (C85, § 2-48.04; 0.11,385;C91, §2-48.04; 0.13,024, 13,053, 13,273, 14,045,14,147)

**Access Advisory Board
Attendance Report 2006
11 Meetings/year**

Name	Jan 18	Feb 15	Mar 15	April 19	May 17	June 21	July 19	Aug 16	Sept 20	Oct 18	Nov 15	No Mtg	Total Absences
Barber, Michael		X	X		X								3
Bell, Michael				X									1
Dinges, Mark		X											1
Gray-Dooly, Sandra													
Jeppesen, Bob	X	X	X	X									4
Maher, Micheleen			X										1
McCauley, Susie													
McGee, Mary													
O'Brien, Patrick*													
Oberbroeckling, Steve													
Wegner, Fred	X	X			X								3
Welch, T. Anthony	X	X			X								3
Young, Michael		X											1

X = Absent

S = Special Meeting

Please delete this section if it is not used

Notes: * Patrick O'Brien resigned 6/21/06

No absences in June.

[illegible]

Notes:

Use this form. DO NOT use a different form.

To add another meeting date, place cursor to the left of where you want to add a date, go to Table, Insert – Columns – press enter Use 00/00 for month and day of meeting. Do not include year.

MARK ONLY THE DATES ABSENT
We are trying to keep the form simple and uniform – If you have 12-15 meetings per year, use this form

[illegible]

Notes: * White resigned May 20, 2005
 ** Brown took seat August 17, 2005

Instructions:

- Use this form. DO NOT use a different form.
- Put names in alphabetical order
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[illegible]

There is a vacancy on the Commission

January through June 2006
11 meetings

[illegible]

X = Absent

S = Special Meeting (with City Council Subcommittee)

C = Closed Meeting (Address vacant position – Human Rights Director)

Notes: *Cynthia Nahas term ended April 1, 2006

****Lisa Dlouhy took seat April 10, 2006**

**Historic District Commission
Attendance Report 2006
12 Meetings/year**

Name	Jan 18*	Feb 15	Mar 15	April 19	May 17	June 21	July 19**	Aug 16	Sept 20	Oct 18	Nov 15	Dec 20	Total Absences
Berry, Sinde					X								1
Estes, Elaine			X	X		X							3
Fenton, Scotney													0
Holdermess, Susan						X							1
Reavely, Mary		X			X								2
Schneider, Teresa				X									1
Shaw, Shirley													0
Stamps, Danelle		X		X	X	X							4
Taenzer, York													0

X = Absent

S = Special Meeting

* January 18, 2006 no meeting held as there were no agenda items.

** July 19, 2006 meeting cancelled due to lack of quorum. Yet to be rescheduled.

Notes: * Irsfeld-James resigned in June 2005. No appointment made. Currently 1 vacancy.

[illegible]

X = Absent
S = Special Meeting

Des Moines Human Rights Commission
Attendance Report
January through June 2006
11 meetings

Date:	S Jan	Jan. 12	S Feb. 9	Feb. 9	March 9	S April 3	April 13	May 11	C=May 25	C=June 8	C=June 15	Total Absence
Member Name	5	12	9	9	9	3	13	11	25	8	15	Absence
Bailey, Michelle				X			X					2
Bobo, Nancy												0
Dandy, Peggy	X						X					2
Blouhy, Lisa**												0
Gaines, Ruth Ann	X	X			X		X	X				5
Juarez, Stuart												0
Nahas, Cynthia*	X											1
O'Day, James												0

X = Absent

S = Special Meeting (with City Council Subcommittee)

C = Closed Meeting (Address vacant position – Human Rights Director)

Notes: *Cynthia Nahas term ended April 1, 2006

**Lisa Blouhy took seat April 10, 2006

**Licensing & Appeals Board
Attendance Report 2006
12 Meetings/Year**

Name	Cancelled 01/12	02/19	03/09	04/13	05/11	06/08	07/13	08/10	09/14	10/12	11/09	12/14	Total Absences
Caldbeck, Garry					X								1
DeBolt, K. Dale					X								1
DeLafield, Phil													0
Edgington, Gary													0
Layland, Chad													0
Linn, Marshall		X			X	X							3
Long-Hill, Vicky					X								1
Mendenhall, Martie													0
Miller, David					X								1
+Moody, Rick													0
Oltrogge, Susan		X			X								2
@Porter, Matt													0
Shivers, Melvin													0
~Shoemaker, Joe													0
Thyberg, Jon S.													0
ITinker, Randy				X	X								2
Van Wart, Rod													0
Wattier, Greg													0
Ziebell, Roberta			X			X							2
*Zimmerman, Rick					X								1

X = Absent

S = Special Meeting

!Randy Tinker's first meeting was in February 2006.

@Matt Porter's last meeting was in March, 2006.

+Rick Moody's last meeting was in April, 2006.

*Rick Zimmerman's first meeting was in April, 2006.

~Joe Shoemaker's first meeting was in July, 2006.

[illegible]

Notes: *Oswald resigned July 10, 2006, Serena James appointed.

NEIGHBORHOOD REVITALIZATION BOARD

Attendance Report 2006 12 Meetings/year

Name	Jan 11	Feb 1	Mar 1	Apr 5	sApr 19	May 3	sMay 17	June 7	sJune 17	July 19	Aug 2	Sept 6	Oct 4	Nov 1	Dec 6	Total Abse nces
Affannato, Frank																
1-Carmichael, Pam																
2-Dietz-Kilen, Catherine																
Bower, Carol																
Gibson, Mike			X		X	X	X	X	X							6
Gross, Justin			X			X										2
Hansen, Kim				X												1
Hielkema, Tim																
Hogate, Nadine																
3-James Jr., Larry																
King, Bob					X											1
Minahan, Jean					X											1
4-Montgomery, Anthony																
Muldoon, Joann																
Owens, Frank	X			X												2
Seymour, Jacquelyn						X										1
Westergaard, Neal	X															1

X = Absent
S = Special Meeting

Notes: 1-Carmichael no longer on board as of July 1, 2006
2-Dietz-Kilen no longer on board as of April 5, 2006
3-James Jr. took seat July 1, 2006
4-Montgomery took seat April 5, 2006

**Park and Recreation Board
Attendance Report 2006
12 Meetings/year**

Name	Jan 24	Feb 28	Mar 28	April 25	May 23	June 27												Total Absences
Bolten, Michael			X	X	X	X												4
Burnett, Doug	X		X			X												3
Galloway, Joseph																		0
Gelb, Marian				X		X												2
George, Carol																		0
James, Philip *	X																	1
Jenkins, Odell	X					X												2
Jensen, Suzette				X														1
Koenig-Vandelaar, Susan	X																	1
Modersohn, Robert						X												1
Murphy, Dick	X				X													2
Noland, Susan																		0
Ogle, Loyd																		0
Thornton, Dick**																		0

X = Absent
S = Special Meeting

Notes:

February 28 – no quorum

Notes: * James resigned March 20, 2006
** Thornton took seat April 24, 2006

**Plan and Zoning Commission
Attendance Report 2006
26 meetings/year**

Date:		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Absence											
Member Name	--	19	2	16	2	16	6	20	4	18	1	15	6	20	3	17	7	21	5	19	2	16	7	21	Total
Cupp										X															1
Daniels	N							X			X		X												2
Flaherty	O					X						X	X												1
Heilman						X																			1
Johannsen												X													0
Jones								X						X											1
Koontz		X	X	X	X																				4
Lozier	M								X																1
Millard	E																								0
Meyer	E																								0
Rosenberg	T																								0
Simonson	I			X	X						X														3
Sovern	N	X								X															3
Urban	G	X	X	X						X	X														5
Wallace		X						X																	2

X = Absent
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Notes: *Paskins not reappointed
**Cupp appointed 01/09/06 to fill Paskin's term

[illegible]

Notes:

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Public Housing Board Attendance Report 2006 12 Meetings/year

[illegible]

X = Absent

S = Special Meeting

Please delete this section if it is not used
Notes: *Appointed June 2006

Attendance Report 2006

Total	Absences
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S = Special Meeting

**** Watts' term ended April 2006**

**** Watts' term ended April 2006**

**Traffic Safety Committee
Attendance Report 2006
12 Meetings/Year**

Name	Jan No Meeting	Feb 14	Mar No Meeting	April No Meeting	May 9	June No Meeting	July 11	Aug 8	Sept 19	Oct 10	Nov 14	Dec 12	Total Absences
Barkley, Mark		X											1
Beardsley, Jack													
Bickett, Sherry*		X											1
Conlow, Mary		X											1
Fox, Gary													
McBride, Mary													
McPherson, Carl		X					X						2
Rivas-Jones, Danelle**							X						1
Robinson, George							X						1
Saf, Bob		X			X								2
Windsor, Jim													
Vacant—Ward 2 Seat 5***		X			X		X						3

X = Absent
S = Special Meeting

Notes: * Bickett resigned May 9, 2006
 **Rivas-Jones took seat May 9, 2006
 ***Ward 2 Seat 5 Vacant since December 31, 2003

[illegible]

Notes:

- Wittmack resigned in June.
- Letters will be sent regarding Bell and Sloan.

[illegible]

Notes: * White resigned May 20, 2005
** Brown took seat August 17, 2005

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**Youth Advisory Board
Attendance Report 2006 (March-July)
12 Meetings/year**

Name	Jan	Feb	Mar 7	April 11	May 2	June 6	July 11	Aug	Sept	Oct	Nov	Dec	Total Absences
Amanda Bellis			X	X	X								3
Conor Crawford*													0
Sasha Smith*													0
Shikha Parsai													0
Michael Hickman**													0
Hattie Miles-Polka													0
Stephanie Schulze**			X										1
Jessi Meyers*							X						1
Jeff Rost**			X	X		X							3
Linh Huynh**				X	X	X	X						4
Carey McGhee**													0
Liz Cooney**				X			X						2
Tim Rittgers													0
Karen Ligas													0
Jim McWeeny							X						1
Rachel Thune*							X						1
Victoria Harvey				X			X						2
Mong-Tuyen Nguyen*							X						1
Aldrich Cabildo***													0
Chris Burch***													0
Jamel Crawford			X	X	X								3
Lillie Miller-Sistrunk***													0

X = Absent

S = Special Meeting

Notes: *denotes new board member as of June 6

**denotes board member leaving at end of August, 2006

***denotes new board member as of July 11